

NOTICE OF RULEMAKING

Pursuant to A.C.A. §20-76-201, the Director, Division of Children and Family Services issues the proposed DCFS Operations Manual (PUB-402). The Operations Manual has been developed to provide a consolidated description of the Division's operational structure. The Operations Manual provides detail on each the Division's four administrative sections in relation to purpose, legislative and regulatory authority, funding, organization, reporting requirements, policy, monitoring and interfaces. The Division is comprised of the following four sections: Office of Community Services, Office of Community Support, Office of Finance and Administrative Support, and the Office of Legislative Analysis, Research and Planning. The Operations Manual also identifies the full range of services provided by the Division.

In addition, PUB-402 contains several forms developed to enhance DCFS service delivery. These forms are the CFS-301 (DCFS Policy Development/Review Request), CFS-465 (Foster Parent Orientation Checklist) and CFS-1136 (DCFS Employee Orientation Checklist Addendum). The forms are contained as appendices in PUB-402.

For copies of the proposed documents or to submit comments, contact: Division of Children and Family Services, P.O. Box 1437, Little Rock, Arkansas 72203-1437, Attention: Policy Unit, (Slot S570). All comments must be submitted in writing within 30 days of the date appearing below or 30 days following the date of the newspaper notice, whichever is the longer period. If you need any material in a different format, such as large print, contact our Americans with Disabilities Act Coordinator at 682-8830 (Voice) or 682-1442 (TDD). The Arkansas Department of Human Services is in compliance with Titles VI and VII of the Civil Rights Act and operates, manages and delivers services without regard to age, religion, disability, political affiliation, veteran status, sex, race, color or national origin.

Roy Kindle
Director, DCFS

Date